

TOWN OF TRUMBULL PARK COMMISSION  
USE OF FIELDS  
RULES AND REGULATIONS

1. All organizations wishing to use Trumbull fields must submit requests annually two months prior to Park Commission approval and Recreation scheduling, with final schedules being submitted two weeks prior to the start of the season. If schedules are not received on time, it will be assumed fields are no longer required and they will be made available to be scheduled by other groups.
2. The Park Commission has sole authority to approve fields or deny use of fields to any groups requesting use.
3. Once field assignments have been made, any changes must be cleared through the Recreation office, with a minimum of 48 hours notice.
4. Once Park Commission approves the organization for use of Park Facilities, the organization must seek scheduling approval from the Recreation Commission.
5. Any groups assigned fields that do not schedule usage of particular fields on certain days must alert the Recreation Office 48 hours in advance.
6. CONTACT PERSON – Each organization must submit the name of one contact person to the Park Commission and Recreation Director. All requests, schedules, field concerns, etc, must come through this person.
7. RAIN POLICY - The Park Commission has final say as to whether games or practices will take place on fields under our jurisdiction. Safety of participants and damage to fields must be of the highest priority, no matter how tight schedules become. Once it has been determined that the fields are closed, NO work is to be done by any organization to attempt to make the fields playable. No repair work is to be done in an effort to deem a field playable.

*“Monday through Friday, Park Superintendent or his duly appointed representative will make the call no later than 2:30 p.m. After 2:30 p.m., or on the weekend, Park Rangers, if on duty, will be authorized for making the decision to play or not to play. If Town personnel is not on duty, then each organization must have one person (see above) ultimately responsible. Good judgment must be exercised in making this decision. If it starts raining, no games shall be started. If it starts raining during a game, the game may be completed; however, if it continues raining, no new games shall be started.*

8. Any group using fields after being instructed not to by the Parks or Recreation Departments, or any group using poor judgment in playing in bad weather, will risk fines and/or forfeiture of seasonal field rights.
9. Any groups losing use of a facility for misuse of said facility must meet with the Park Commission before regaining use and must also appear before the Recreation Commission.
10. Any usage of fields for activities other than originally approved by the Park Commission and scheduled by the Recreation Commission must be reviewed, approved and scheduled by both commissions. This includes any games including out-of-town teams, tournaments, playoffs and games played by two out-of-town teams on a neutral Trumbull field.
11. Any special requests for lining, grooming, etc., must be made to the Parks Departments, at least 48 hours in advance.
12. Any damage to facilities caused by an organization must immediately be reported to the Parks Department office. Any damages your organization may notice, see occur or feel may soon occur, must also be reported.
13. Damage to facilities by sports groups will be evaluated and will be charged to the appropriate group.
14. All organizations are responsible for removing all garbage from fields. Parks Departments will supply plastic liners, which will be distributed to the organization contact person. The league must remove all garbage and debris from field before leaving field, even if another game immediately follows. Coaches are responsible for reporting violations to the organization president. Continual violations will result in loss of use of fields.
15. Any work groups set-up by an organization to do some annual field preparation to start the season must work through the Superintendent of Parks with regards to what has to be done, materials, machinery, etc. Specifics are to be worked-out by one person in charge of the group and the Parks Superintendent.
16. Any and all complaints about field conditions, field assignments, etc., must be brought to the organization's Field Representative, who will then contact the Park Commission.